

**Minutes**  
**Delaware Bicycle Council Meeting**  
**August 9, 2000**  
**Abbott's Mill Nature Center, Milford, DE**

**Representatives Present:**

Don Carbaugh, Chairman and New Castle County Representative  
Bill Boyd, At-large Representative  
Paul Stevenson, New Castle County Representative  
James Kelley, Delaware Department of Transportation  
Rocky Bushweller, Council on Transportation  
Bill Davis, At-Large Representative

**Staff Support Present:**

Elizabeth Holloway, DelDOT Bicycle and Pedestrian Coordinator  
David Petrosky, DelDOT Assistant Bicycle and Pedestrian Coordinator  
Wendy Bernard, DelDOT Secretary

**Guests:**

Larry Wonderlin, Sussex County Cyclist  
Tim Plemmons, Representative of Greenways and Trails Council

**Representatives Absent:**

Carl Anderson, At-Large Representative  
Jana Simpler, Office of Highway Safety  
Jim Ippolito, Sussex county Representative  
Kirk Phillips, Department of Public Safety Representative  
Open Position, Council of Greenways and Trails  
Open Position, Department of Education

**Staff Support Absent:**

Fritz Schranck, DelDOT Deputy Attorney General

**The meeting was called to order at 6:20 p.m.**

**I. Welcome and Introductions**

We welcomed Larry Wonderlin as a guest from Sussex County.  
Wendy Bernard was also introduced. She will be helping the Council by taking minutes and assisting in organizing meetings.

The draft minutes from the June 7<sup>th</sup>, 2000 meeting were accepted as amended.

**Council Membership Updates:**

Don Carbaugh gave the Council an Update on the Council Membership status:

- There is an open seat for the Department of Education. The council tried to come up with ideas for advertising the position, maybe submitting an advertisement in the

D.O.E. employee newsletter or posting flyers in key locations in the townsend building.

- Bill Davis will not be seeking reappointment, which will make an At-Large Representative seat available.
- Jana Simpler will also be leaving the Council, which will make a seat available for the Office of Highway Safety.

Don C. suggested the council look for a person from Sussex County to fill an At-Large seat to have the county represented.

A few names were suggested as possible candidates to fill the positions:

- Brenda Sharp, from Sussex County, suggested by Larry Wonderlin.
- Janet Arnes, suggested by Rocky. She will bring the suggestion to Ms. Arns to see if she would be interested. She would be able to fill the Department of Education slot.
- David Powers, whom the Council would know from the Race 'n Ramble.

## **II. Old Business**

### **Newsletter & Webpage:**

Dave Petrosky is looking for articles for the next newsletter. Any articles or story ideas the Council members can think of should be submitted to Dave P. within two weeks (by August 23<sup>rd</sup>). Some suggestions were some of the approved projects going through the Transportation Enhancements program, new projects in Road Design, letting people know the Kent and Sussex Counties' Bike maps are available, and the composite bridges that are gaining popularity in the design and building of bike trails.

As for the webpage, Mario is in the process of restructuring it and will be adding the Transportation Festival in Wilmington information.

### **NCC Bike Maps:**

Liz Holloway had a debriefing meeting with the consultants doing the work for the maps. Due to the differences in the types of cyclists and conditions in NCC Liz H. wants the New Castle County map to focus more on bicycle transportation routes instead of touring routes, which the previous maps leaned towards. There are a few problems with the GIS layers for the map and some missing data in the Wilmington area. She is currently working on getting more information from Wilmington and plans to have the maps available in May of 2001.

Liz H. has also been working with DelDOT IRM to get the newest versions of the Kent & Sussex counties' maps on the Department's webpage, and will see if it is able to be loaded faster than it currently is. She has also been talking with Steve Spindler about breaking it into smaller pieces.

### **Meeting with Maryland regarding the Bicycle Advisory Committee:**

Don C. will be attending a meeting with Maryland and will report on it at the next Council meeting.

### **Budget requests for FY 2001:**

Currently there is no funding allocated for the DBC until the passing of the Bond Bill. The Council should receive the same funding for FY 2001 as the previous year, which was \$16,000. Some expense's which the Council has for this FY include the newsletter's expense and a Purchase Order for work on the webpage submitted by Mario.

The Council discussed the need for promotional items other than T-shirts to have for distribution to children and the general public, such as pencils, key chains, or maybe brochures. Bill Boyd suggested the Council could spend more money on Bike Month publicity and expressed concern as to the effectiveness of T-shirts getting the message to a wide enough audience.

Liz H. also pointed out that the Council would need funds for the Awards program.

### **III. “Task Updates”**

#### **Effective Cycling:**

The group discussed creating a course for Effective Cycling for the Delaware Educators, basing it on the Kids 1 Course. Liz H. will talk to our T<sup>2</sup> Center to see if one could be given for In-service credit for schoolteachers.

Mike Barker of the White Clay Bicycle group would like to become an Effective Cycling Instructor (ECI) and the Council voted in favor of funding his training in Bethlehem, PA in October. The Council was also looking for more people to become instructors.

#### **Park Peddlers:**

John B was not present to report on this. Don C. gave a brief history of the program for the benefit of our new individuals. Bellevue is still next on the list to try the program, as soon as they work out their maintenance and storage issues.

#### **Bike Transportation Guide:**

Dave Petrosky will have the guide to Larry to finalize and it will soon be ready to go to print. The Office of Highway Safety might be able to fund half of the cost of printing once funds are available.

Dave P. also informed the group that the Transportation Enhancement Program had received an application from Lewes/Rehoboth for a bike path that links the two towns. A new less controversial alignment has been proposed along the old rail bed.

### **IV. New Business**

#### **Pro Bike Conference:**

Liz Holloway expressed interest in participating in this year's conference. Don C. would also like to go and suggested using Council funds to help pay for the registration of any other Council member interested in going.

#### **Strategic Planning Workshop:**

Liz Holloway and Bill Wilkinson picked December 9<sup>th</sup> for the Strategic Planning Workshop. The Council agreed with that date and it will be at Grassdale. The workshop will consist of setting goals and implementation strategies for the Bike Plan and a comprehensive review of the goals and objectives of the DBC.

#### **House Bill 581:**

Tim Plemmons discussed a meeting he had with Representative Valihura, Don C., Bobbie Geier, and Greg Oliver of DelDOT, regarding House Bill 581. DelDOT will be holding internal meetings later this month to discuss the DelDOT Bike Policy, which has been trimmed down to approximately 3 pages. Greg feels the policy will probably be

approved within the next two months. Getting this policy implemented and House Bill 581 passed would be a big accomplishment for the Bicycle Council. All agreed that it was good to see DelDOT, the DBC, Delaware Greenways, and the Legislature working together to support cyclists.

**News Items:**

- The St. George's Bridge at the C & D Canal - It is possible the bridge, which is currently maintained by the Army Corps of Engineers, who want to tear it down, could be revamped as a multimodal bridge, with one lane of motor vehicle traffic and one lane dedicated to bike/pedestrian traffic in each direction. Tim Plemmons reported that Representative Valihura discussed sponsoring a resolution in Legislation which would take one of the vehicle lanes and restripe it for bike lanes leaving the other lane open for overflow motor vehicle traffic on the St. George's Bridge. The money used for this could possibly come from the money the Corps would spend on tearing it down, the Adopt-A-Trail program, or come from the Greenway & Trails maintenance funds. Some possible opposition to this project could be the need to remove the lead paint on the bridge. Liz Holloway said she would take the idea to DelDOT's Project Development committee for consideration.
- New Castle County Comprehensive Plan Update - The Council would like the Update to include Bicycle and Greenway trails in new subdivisions. It would be easier than trying to retro fit subdivisions where common problems include trying to accommodate wetland space, hills, and existing roadways.
- New Castle County Councilman Bob Weiner has a proposal to shift 15% of Single Occupancy Vehicle (SOV) usage to another mode of transportation. He suggests giving work places credits for encouraging their employees by providing bike racks, similar to what the AstraZeneca development has done. He also suggested having minimum parking requirements as opposed to maximum parking requirements.
- Larry Wonderlin brought up the concern that road crew trailers for lawn mowers are too wide and invade the bike shoulders. The regulation is for the trailers to be no more than 8ft wide.

## **V. Committee Reports**

**Safety and Education:**

Fred Breukelman was not able to attend the meeting, but did e-mail Dave Petrosky a report for the committee, which has been added as an attachment to the minutes.

**Recreation:**

John Baker was not present to comment. Dave P. did inform the Council that the Lewes/Rehoboth Bikeway Transportation Enhancement application was ranked at the top in the draft rankings.

**Publicity and Promotion:**

Paul Stevenson showed the Council the graphic design for the Awards Program. The Council felt it could also be used for various promotions, including Bike Month. Paul S. agreed to look into copyright issues to see if the Council could legally use the image. It depicts a racing theme, but the Council thought a biking trail rider might be more appropriate, since this years award winners are not racers The Council voted to present the award as is.

**Transportation:**

Road Design Manual - Jay K. told the Council that in the revised manual Chapter 10 deals with pedestrian issues, bus stops, and Traffic Calming devices. Section 10.9 deals specifically with bicycle issues such as surfaces, the alignment formula (refers to lean, pedal height, etc.), and aesthetics. Chapter 10 of the manual is intended to set specific design criteria to be used in the development of cycling facilities. It had derived many of its ideas from the AASHTO "Guide for Development of Bicycle Facilities" for consistency. The manual is in its "semi-final" stage of completion (there is discussion within the Legislation on whether to use Metric or English measurements) and any comments on it were to be turned in to Liz Holloway by Monday, August 14<sup>th</sup>.

**Statewide Bike Plan:**

Liz Holloway informed the Council the Scope of Work initially submitted to her was sent back to the consultant, Parson's Brinckerhoff Quade & Douglas, for revisions. She asked the project managers, Pam Lebeu and Dan Raign to focus on more specific plans rather than goals and strategies.

She asked what role the Council would like to play in an Advisory Committee for DelDOT and how the Council would like to interact with the Advisory Committee. It was also explained the Bike Plan will have vision goals, travel demand, land use, and Destination focuses. It would coincide with the Statewide Long-Range Plan and be a 20-year plan updated every 2-3 years.

Tim P. and Paul S. said they would be interested in being involved with the Advisory Committee if the meeting could be scheduled for alternate months of the Council meetings.

**Transportation Festival:**

The festival will be held September 30<sup>th</sup> at the Wilmington Train Station. Liz was looking for suggestions for the DBC display/booth.

**The meeting was adjourned at 8:20**

The next meeting is scheduled for October 4<sup>th</sup> in Dover  
at the DelDOT Administration Building  
at 6:00 P.M.